

MANNINGTON TOWNSHIP BOARD OF EDUCATION MINUTES Tuesday, October 17, 2017

The Regular Meeting of the Board of Education of the Township of Mannington, County of Salem, New Jersey, was held at 7:00 p.m. on Tuesday, October 17, 2017.

Ms. Porter, Board Vice-President, called the meeting to order at 7:01p.m.

Ms. Porter led the group in the pledge to the flag.

Ms. Porter read the New Jersey Open Public Meetings Law. Notice of this meeting was published in the South Jersey Times, as well as posted in the Municipal Building and the Mannington Township School.

Members Present: Mr. Bower, Mr. Buzby, Mr. DiGregorio, Ms. Porter, Mr. Robinson (arrived at 7:10).
Members Excused: Mrs. Richman and Mrs. Skwirut Members Absent: None

Also Present: Ms. Williams, Chief School Administrator and Mrs. Mathews, Board Secretary
A list of the public attending is on file in the board office.

PRESENTATIONS

1. Students of the Month

AUDIENCE PARTICIPATION I - None

APPROVAL OF MINUTES

Motion by Mr. DiGregorio and seconded by Mr. Buzby that the Board of Education approve the regular meeting minutes of September 19, 2017.

Unanimously approved by voice vote. Motion Carried.

FINANCIAL

Motion by Mr. Buzby and seconded by Mr. Bower that the Board of Education approve the following financial items:

1. **Board Secretary Certification**

Board's Certification:

(page 6054-6064)

Pursuant to **N.J.A.C. 6A:23A-16.10(c) 4**, the Mannington Township Board of Education certifies that as of August 31, 2017 and after review of the Secretary's Monthly Financial Report and upon consultation with the appropriate district officials, to the best of the Board's knowledge, no major account or fund has been over-expended in violation of **N.J.A.C. 6A:23A-16.10(a)1** and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Board Secretary's Certification:

Pursuant to **N.J.A.C. 6A:23A-16.10 (c) 3**, I certify that as of August 31, 2017, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Mannington Township Board of Education pursuant to **N.J.S.A. 18A:22-8.1** and **N.J.S.A. 18A:22-8.2** and no budgetary line item account has been over-expended in violation of **N.J.A.C. 6A:23A-16.10 (c) 4**. And, in accordance with **N.J.A.C. 6A:23A-16.10(c) 2**, it is certified that there are no changes in anticipated revenue amounts and sources for the month ending August 31, 2017.

2. **Cash Reconciliation Report** - Approve the cash reconciliation report for the month of August 2017. *(page 6065-6067)*

3. **Transfers** – Approve the transfer list for the month of September 2017. (page 6068)
4. **Bills To Be Paid** – Approve payroll and agency for the month of September 2017 and the bills list for the month of October 2017. (pages 6069-6071)
5. **Rural Education Achievement Grant** – Accept the REAP Grant funds in the amount of \$23,988 for the 2017-2018 school year.
6. **CMP and Form M1** - Approve by resolution the submission of the Comprehensive Maintenance Plan and Form M1 to the Salem County Office of Education. (Page 6072)
7. **Business Office Software** - Approve a change in vendor for the Business Office Software (Human Resources, Payroll and Accounting). Effective January 1, 2018 for Human Resources and Payroll and July 1, 2018 for Accounting. This change is required due to the dissolution of the existing provider:

Roll Call vote: Ayes (5) Mr. Bower, Mr. Buzby, Mr. DiGregorio, Ms. Porter, and Mr. Robinson.
 Nays (0). Abstain (0). Motion carried.

BOARD OF EDUCATION BUSINESS

1. **Correspondence**
 - a. 3Rs: Roles, Responsibilities, and Resources Training Program
 - Hammonton High School on December 5, 2017 from 7 pm - 9 pm
2. **Committee Reports**
 - a. Township Committee Meeting update - No update
3. **Unfinished Business** - None
4. **New Business**
 - a. Board Self-Evaluation - Complete prior to the November meeting by logging on to www.njsba.org and scrolling to the bottom of the page to "Online Evaluations for Superintendents and Boards". FAQ about Board Self-Evaluation

SUPERINTENDENT'S RECOMMENDATIONS

Motion by Mr. Buzby and seconded by Mr. DiGregorio that the Board of Education approve the following items:

- A. **Professional Personnel** - Approve hiring the candidate of choice for the position of Part-time World Language Teacher with final approval at the November meeting.

B. **Other**

1. **Policies** – Approve the following policy according to status:

CODE	POLICY	STATUS
3542.45	Business & Non-Instructional Operations Written Code of Conduct for Procurement	2nd Reading

2. **Facilities Use** -- Approve the following requests:

ORGANIZATION	DATE(S)	TIME	ROOM/AREA	EVENT	REQUESTOR
T.E.A.M.	10/20/17	6:00 pm - 7:00 pm	Parking Lot	Trunk or Treat	Joyce Pompper & Stephanie Davis
T.E.A.M.	11/3/17	6:00 pm - 9:00 pm	All-Purpose Room	Pasta Dinner & Fashion Show	Kim Richman
T.E.A.M.	11/7/17	3:00 pm - 6:00 pm	All-Purpose Room	Election Day Sub Sale	Cynthia Foster
Mannington Art Fund	12/7/17	5:30 pm - 8:30 pm	All Purpose Room	Paint Night	Heather Sakewicz-Frank

3. **Field Trip** -- Approve the following requests:

DATE	GRADE	# OF STUD	LOCATION	TEACHERS	PER STUD. COST	BUS COST	ANTICIPATED SUB COST
11/22/17 & 11/23/17	Various	7	Thanksgiving Day Parade	Mrs. Kim	Student Paid	\$300 est.	\$0
12/12/17	8	16	Cooper Trauma Center	Mrs. Moore & Miss Nessen	\$0	\$200 est.	\$210

4. **Workshops** - Approve the following requests:

STAFF	LOCATION	WORKSHOP	DATE	COST	MILEAGE	ANTICIPATED SUB COST
Miss Fair	Alloway School	Dr. Milou Middle School Math	10/16/17		X	\$85
Mrs. Moore	Auletto Caterers	Addiction in 2017: An American Epidemic	10/4/17	\$0	X	n/a Evening Workshop
Mrs. Moore	Auletto Caterers	Violence in the School Setting: A School Nurse Perspective	10/25/17	\$45	X	n/a Evening Workshop
Mrs. Moore	Auletto Caterers	Diabetes Care in the School Setting: 2017 Update	11/30/17	\$45	X	n/a Evening Workshop
Mrs. Moore	Atlantic City	Symposium on Large Scale Incidents for Health Care	11/8/17	\$0	X	\$125
Mrs. Mathews	Mt. Laurel	Current School Law Update	11/14/17	\$100	X	n/a

5. **School Safety Specialist** - Approve designation of Kristin Williams as the School Safety Specialist.6. **Superintendent Goals** - Approve the 2017-2018 Superintendent Goals.

7. **PARCC Data** - Presentation of the 2016-2017 PARCC data.
8. **Mentoring Plan** - Review and approve the local mentoring plan as developed by the Mannington Township School Chief School Administrator.
9. **NJQSAC Statement of Assurances** - Approve by resolution the submission of the NJQSAC Statement of Assurances to the Salem County Office of Education.
(Page 6074)
10. **Facilities Checklist** - Approve the submission of the Facilities Checklist and supporting documentation to the Salem County Office of Education.
11. **HIB** – Approve, as per the NJDOE HIB reporting requirements, the second reading of the Superintendent’s monthly report for the period of September 4, 2017 to September 15, 2017.
12. **HIB** – Approve, as per the NJDOE HIB reporting requirements, the first reading of the Superintendent’s monthly report for the period of September 16, 2017 to October 10, 2017.

Roll Call vote: Ayes (5) Mr. Bower, Mr. Buzby, Mr. DiGregorio, Ms. Porter, and Mr. Robinson.
Nays (0). Abstain (0). Motion carried.

FOR YOUR INFORMATION

1. School Report (Page 6075-6076)
2. Fire Drill - 10/13/17 Security Drill - 10/16/17
3. Clothing donation bin is a TEAM fundraiser
4. Staff Commendations
 - a. Family Fun Night: Liz Carullo, Amber Fair, Carol Ives, Noelle Kitchin, Marge McCormick, Allyson Parris, Joyce Pompper, Kim Richman, Katelyn Savidge, Carmela Spano
5. Noteworthy Items
 - a. Donation of student microwave in the cafeteria by the Smith family
 - b. Birth of Mr. Stamm’s second child
6. Important Dates:
 - a. School Board Election - Tuesday, November 7, 2017
 - b. Board of Education Meeting - Tuesday, November 21, 2017


AUDIENCE PARTICIPATION II - None

ADJOURNMENT

Motion by Mr. Buzby and seconded by Mr. DiGregorio that the Board of Education meeting be adjourned at 7:39 p.m.

Unanimously approved by voice vote. Motion Carried.

Respectfully Submitted,



Karen Mathews
Business Administrator/Board Secretary